ALTERNATIVE COMPLIANCE SUBMITTAL CHECKLIST

☐ Completed Application

☐ Application fee:
  ▪ In conjunction with a Permit ($250.00)

    NOTE: Do not submit payment of fee until requested
  ▪ In conjunction with existing companion case (no fee)

☐ Underlying permit case (provide a copy of the most recent permit comments from the Permit section)

☐ Underlying companion case (indicate companion case number on Application form)

☐ Section of Landscape Manual Alternative Compliance applied for

☐ Completed Statement of Justification

☐ 1 Zoning sketch map with property outlined in red

☐ 1 Aerial photograph with property outlined in red

☐ Any supporting information (photographs, previous Alternative Compliance approvals, etc.)

☐ 1 Tree Conservation Plan or Exemption Letter

☐ 1 Site Plan with site data table (General Notes)

☐ 1 Landscape Plan:
  ▪ Landscape Architect’s seal and signature
  ▪ Planting schedule with key, quantity, size, and common and botanical names
  ▪ Landscape Manual schedule(s) for applicable section(s)
  ▪ North arrow and scale
  ▪ Zoning and use of all abutting property
  ▪ All natural features such as streams, ponds, lakes, etc.
  ▪ Existing and proposed grading in two-foot contours, including the limits of disturbance
  ▪ Location of all existing or proposed easements
  ▪ Delineation of 100 year floodplain
  ▪ Property lines
  ▪ Dimensions of existing and proposed improvements from property lines
  ▪ Required setbacks
  ▪ Location of all existing and or proposed buildings and other structures

Revised: May 2019
ALTERNATIVE COMPLIANCE SUBMITTAL CHECKLIST

- Location, size and description of all elements which are required to be screened per Section 4.4;
  - To include:
    - Trash facilities
    - Mechanical equipment
    - Loading spaces
    - Outdoor mechanical storage
    - Vehicle related uses
- Locations and labels of all proposed plants
- Location, type and quality of existing vegetation
- Location of all existing vegetation to be saved
- Location of all stormwater management ponds
- Location of other landscape elements (berms, walls, fences, etc.)
- Details and specifications of the proposed landscape elements such as fences, walls, screens etc.
- Tree canopy coverage schedule (Subtitle 25, Division 3, if applicable)